



Department of
**Finance &
Administration**

Alternative Electronic Monitoring Indigency Fund (EMIF)

Overview & Solicitation Training

Welcome and Introduction

- Jeremiah Morton,
Assistant Director
- Gary Lee,
Senior Program Manager
- Mike Holt,
Program Supervisor



Tennessee Tower – Home of OCIP

Photo Credit: Michael Rivera, no changes. https://en.wikipedia.org/wiki/en:Creative_Commons

Agenda

- Share Information about FY24 Alternative Electronic Monitoring Indigency Fund (A-EMIF)
- The A-EMIF Program is not new but there are significant changes for FY24.
- Question and Answer Session



Background

- 55-10-419 – 2010 *et al.*
 - DUI Monitoring Fund and the Interlock Assistance Fund (IAF)
 - Administered by Department of Treasury
- Amended 2021 to create a separate A-EMIF fund
 - Installation, Lease, Maintenance, Removal of transdermal and/or GPS monitoring devices as a condition of probation or pre-trial release.
 - Local government and State cost sharing program.
 - Administered by Department of Treasury
 - Required a local government resolution, MOU and budgeted funds deposited in Treasury Account.
 - Vendors submitted Invoices to and were paid by the Treasury.

Funds can only be used for

- The costs associated with the use of a **transdermal monitoring device or other alternative alcohol or drug monitoring devices and GPS tracking devices** for *indigent persons* if required in connection with certain offenses pursuant to a statute and ordered by a court that authorizes electronic monitoring.
- **Ignition Interlock devices are NOT eligible.**
 - The Ignition Interlock program has not changed.
 - It remains with the Treasury.

AMENDED 2023 and NEW FOR FY24

- Effective October 1, 2023
- A-EMIF program transfers from Department of the Treasury to the Department of Finance and Administration's Office of Criminal Justice Programs (OCJP).
- Funding transitions from a cost share program to a direct grant appropriation to the counties.
- Counties manage the funds, handle the vendors and pay the invoices.

Pending invoices

- Invoices not submitted and paid to Treasury by October 1 will revert to the county's responsibility.
 - Whether they participate in grant funding or not.
- OCJP recognizes October 1 is an odd transition fiscally.
- For counties participating in the grant program, invoices accrued after July 1, 2023, and before October 1, 2023, that were not paid by Treasury may be paid by the county and reconciled to the grant funds on receipt by the county.

What does that mean for counties.

- Counties currently on the A-EMIF program with Treasury MUST re-apply to OCJP to receive funding.

What does that mean for counties.

- The County will manage their total budgeted funds for A-EMIF plus the appropriation from the state in accordance with state and local laws and procedures.
- Vendors will submit their invoices to the county per the county's procedure set out for them.
- The County can charge up to *half* of the vendor's invoice but should not count the indigent person's responsibility as part of that calculation.
- The County can charge *no more than* \$85 per device per month to the *grant appropriation* portion of the funds.
- Reference Tennessee-Pub. Ch. 464 (2023)
 - <https://publications.tnsosfiles.com/acts/113/pub/pc0464.pdf>

How does funding work?

- Funding is a supplement for the counties and may not offset 50% of EMIF device costs for an entire year.
 - Counties are solely responsible for costs exceeding their apportioned amount.
- Funding for each county will be determined by formula.
- $\text{Total Fund Pool} \div \text{Total all applicant device months} = \text{Rate per device per month (up to \$85)}$
- $\text{Rate per device month} \times \text{county's reported FY23 device months (up to \$85)} = \text{County's appropriation for FY24 (Oct-Jun)}$

What does that mean for counties.

- A quarterly activity report.
- An accounting will be made at the end of the fiscal year as a report to OCJP.
- Any unspent State appropriation funds earmarked for A-EMIF at the end of FY24 may be retained by the County but must be budgeted in FY25 for A-EMIF.
- The amount of A-EMIF earmarked funds retained by the County will be deducted from the County's FY25 appropriation so that the total effective appropriation does not change.

To participate in the program,

- Counties must identify and designate a single point of contact as the Project Director.
 - For OCJP, the Project Director is the go-to person and ultimately responsible for compliance managing and filing the required reports for the county.
- Counties must identify and designate a single point of contact as the Fiscal Director.
 - The Fiscal and Project Director cannot be the same person.
 - The Fiscal Director should be the person who manages the funds and reconciles payments. We would anticipate they might also have a role in determining whether the correct amounts are being charged to the grant.

Applying – What you will need

- Counties will have to determine the number of electronic monitoring devices ordered by their courts where the court issued an order finding the defendant/offender indigent for the purpose of the EMIF.
- Identify and determine the number of eligible indigent persons in FY23 (July 1, 2022 – June 30, 2023).
 - This will be the answer to B.1. on the application
- Then, determine the total months paid per device for all defendants/offenders in FY23 (July 1, 2022 – June 30, 2023).
 - Round up.
 - This will be the answer to B.2. on the application

<https://www.tn.gov/finance/office-of-criminal-justice-programs.html>

<https://www.tn.gov/finance/office-of-criminal-justice-programs.html>



SmartSimple | State... Google MHT Covendis | Vendor... CyberGrants | CISA

Go to TN.gov



Search F&A



Looking For Financial F&A News F&A Events Employee Resources Local Government Financial OEI Careers at F&A

OCJP Grants Manual

Read More

Manual

OCJP Overview

Mission & Vision Statement

Announcements

Contacts

Our Work in the News

Grants

OCJP Grants Manual

Grant Applications

Reporting

Civil Rights

Strategic Planning

Annual Strategic Plans

Annual Reports

Best Practices/Innovations

Family Justice Centers

Lethality Assessment Initiative

TCCRP

Training

Videos and Powerpoints

Webinars

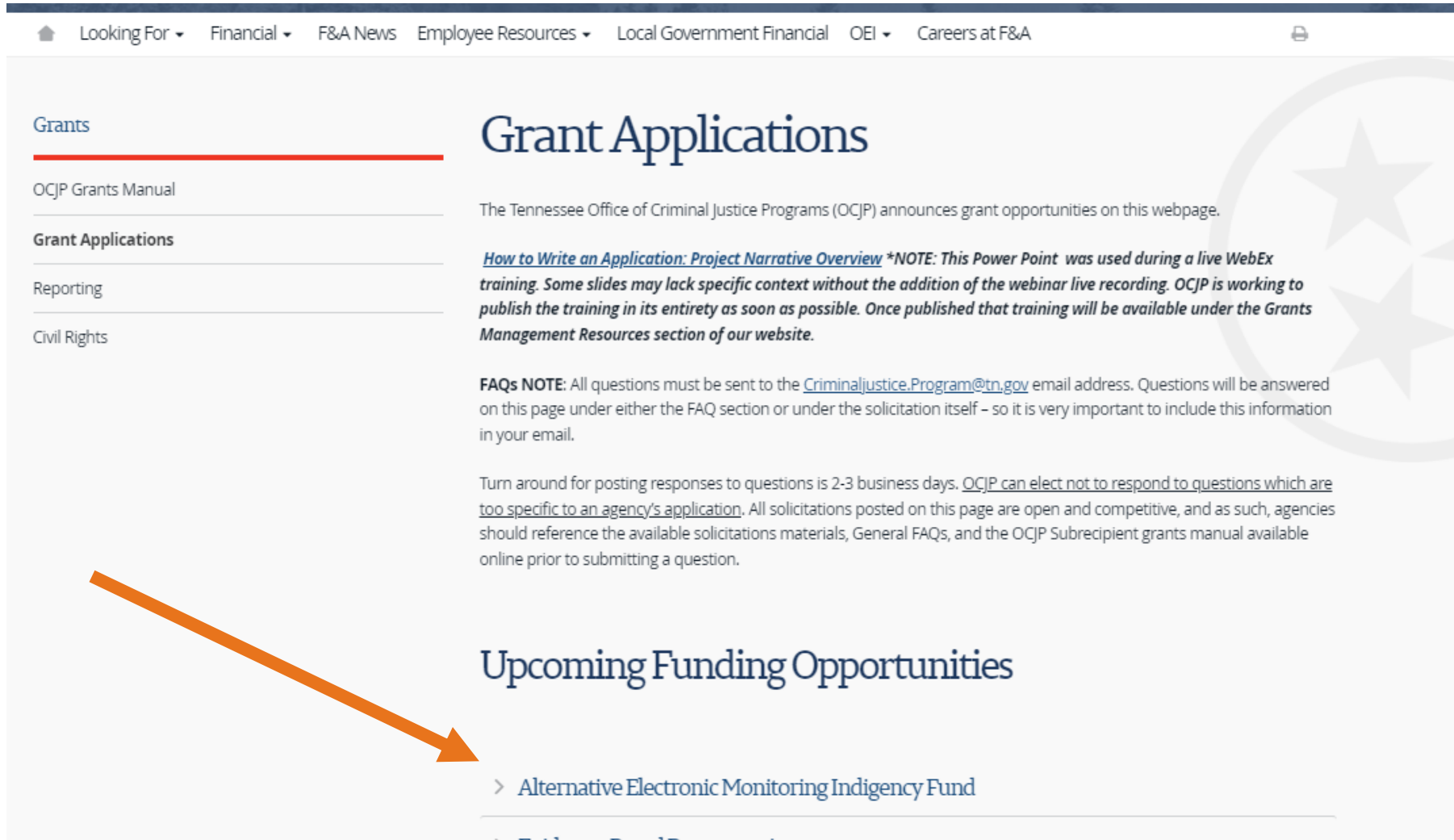
Conferences & Meetings

Helpful Resources

TN

Department of
Finance &
Administration

Application and Intent are due no later than 4:30 pm central time, August 15, 2023



The screenshot shows the OCJP Grants website. The navigation bar at the top includes links for Looking For, Financial, F&A News, Employee Resources, Local Government Financial, OEI, and Careers at F&A. The left sidebar contains a menu with Grants, OCJP Grants Manual, Grant Applications, Reporting, and Civil Rights. The main content area is titled 'Grant Applications' and contains the following text:

The Tennessee Office of Criminal Justice Programs (OCJP) announces grant opportunities on this webpage.

How to Write an Application: Project Narrative Overview *NOTE: This Power Point was used during a live WebEx training. Some slides may lack specific context without the addition of the webinar live recording. OCJP is working to publish the training in its entirety as soon as possible. Once published that training will be available under the Grants Management Resources section of our website.

FAQs NOTE: All questions must be sent to the CriminalJustice.Program@tn.gov email address. Questions will be answered on this page under either the FAQ section or under the solicitation itself – so it is very important to include this information in your email.

Turn around for posting responses to questions is 2-3 business days. OCJP can elect not to respond to questions which are too specific to an agency's application. All solicitations posted on this page are open and competitive, and as such, agencies should reference the available solicitations materials, General FAQs, and the OCJP Subrecipient grants manual available online prior to submitting a question.

Upcoming Funding Opportunities

- > [Alternative Electronic Monitoring Indigency Fund](#)
- > [Evidence Based Programming](#)

Application and Intent are due June 30

Alternative Electronic Monitoring Indigency Fund

Program Purpose

The Alternative Electronic Monitoring Indigency Fund ("A-EMIF") provides financial reimbursement to local jurisdictions who provide or install devices ordered by a judge for indigent persons.

Alternative EMIF devices, such as transdermal, mobile breathalyzer, and GPS monitoring devices, are funded out of a local government and State 50/50 cost-sharing program. If a jurisdiction is in the local government cost-sharing plan, then Non-Interlock monitoring devices funded by the A-EMIF fund include:

- Transdermal devices
- Electronic monitoring devices with random alcohol or drug testing
- GPS monitoring devices

Reimbursement to vendors shall be handled by the applicant agency.

Interlock devices are not eligible for reimbursement under this solicitation

Eligibility

Counties and Metropolitan governments who are responsible for the installation and monitoring of "alternative devices" pursuant to a court order and who are mandated under TCA 55-10-419 to pay a portion of these costs for indigent persons. An alternative device is defined as a transdermal monitoring device, alternative drug or alcohol monitoring device, or global monitoring device.

Only one application will be accepted per county or metropolitan government. If a county or metropolitan government contains multiple agencies responsible for the installation and monitoring of "alternative devices" then they are encouraged to collaborate and aggregate their data for the purpose of making a single application.

Interlock devices are not eligible for reimbursement under this solicitation

Application Training: OCJP will host an application training for interested parties on August 3, 2023 from 1pm to 2pm Central Standard Time. You can access the training at this link: [Click here to join the meeting](#)

[Intent to apply](#) date: 8/25/2023

[Application](#) due date: 8/25/2023

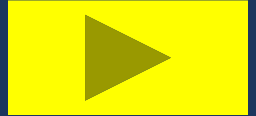
Interlock devices are not eligible for reimbursement under this solicitation

Application Training: OCJP will host an application training for interested parties on August 3, 2023 from 1pm to 2pm Central Standard Time. You can access the training at this link: [Click here to join the meeting](#)

[Intent to apply](#) date: 8/25/2023

[Application](#) due date: 8/25/2023





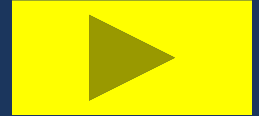
Application Completion Check-off

(Retain for your own purposes)

To ensure compliance with funding consideration requirements, please read the entire solicitation.

- ☐ [Intent to Apply](#) (Grant Solicitation Title, Applicant Contact & Profile Information) completed online no later than August 25, 2023.
- ☐ The next step is to create a Scope of Services / Narrative form. You may find it at: [Scope of Services](#).
- ☐ Although it is not required this tool will can be used to assist with answering question B.2. in the scope of services. You may find it at: [B2 Tool](#).

Scope of Services



A. AGENCY INFORMATION

A.1. Is this application being made by a county or metropolitan government that is responsible for the installation and monitoring of "alternative devices" pursuant to a court order and who is mandated under TCA 55-10-419 to pay a portion of these costs for indigent persons.

A.1.1 What is the name of your government agency? (eg. Anderson County Government)

A.2. Who is the contact person at your agency for this program? Please provide name, title, phone number, and e-mail address.

Scope of Services

B. INPUTS-

- B.1. From July 1, 2022 until June 30, 2023, how many persons found to be indigent by the court were ordered to use an alternative electronic monitoring device? Do not include individuals whose device was an Interlock Ignition Device.
- B.2. From July 1, 2022 until June 30, 2023, what was the total number of months *all individuals* found to be indigent by the court were ordered to use an alternative electronic monitoring device? Round partial months to the next month. If a person was on multiple devices count the number of months for each device.

Example:

John Doe was found to be indigent and ordered to utilize an alternate monitoring device for 6 months. His total is 6 months.

Jane Doe was found to be indigent and ordered to utilize an alternate monitoring device for 4 months. Her total is 4 months.

Joe Public was found to be indigent and ordered to utilize an alternate monitoring device for 11 months and 29 days. His total is 12 months.

The total number of months for all individuals in this example is: 22 months (6 + 4 + 12).

For this example, the answer to B.2. would be 22.

B2 Tool

Info	Last Name	First Name	Number of Months (Round up)

Your B.2 Answer
0

Enter each person once per device. In some instances, defendants/offenders may be ordered to wear two devices.

SUBMIT the SCOPE by EMAIL

- **Criminaljustice.Program@tn.gov**

No later than 4:30 pm central time, August 15, 2023

What happens next

- OCJP will calculate the counties appropriation based on the application by the formula described earlier.
- The Authorized Official, Project Director and Fiscal Director will receive a Letter of Agreement drafted by OCJP with the funding amount.
 - ONE COPY must be signed by the Authorized Official – Mayor, County Executive
 - Return to OCJP as instructed by email along with an updated W-9.
- Please make sure the information and address on the W-9 and in Edison match exactly. Any deviation will delay fund distribution.

- OCJP will work with Office of Business and Finance to get the funds deposited electronically to the county's account through normal ETF procedures.
- Remember invoices accrued after July 1, 2023, and before October 1, 2023, that were not paid by Treasury, may be paid by the county and reconciled to the grant funds upon receipt by the county.



Questions and Answers